

The Regular Monthly Meeting of the:

Blair Township Water and Sewer Authority
377 Cedarcrest Drive
Duncansville, PA 16635

The Regular Monthly Meeting, held on Wednesday, March 4, 2020, at 7:00 p.m., was called to order by Chairman Ted Ventre.

In attendance were 5 Authority members as follows: Ted Ventre, Robin Cadwallader, Lowell Kirk, Brendan Peterson, and Mary Bolt.

Also, in attendance were Tim M^cGaw, Manager; Katie M^cGaw, Administrative Assistant; Matt Gieg, Solicitor; Dave Cunningham, Engineer.

VISITORS:	Connie Heininger	Jim Jackson
	Richard Heininger	Ed Silveti
	Josh Baker	

Motion was made to approve the Minutes of the Regular Monthly Meeting of February 5, 2020. MOTION: Peterson SECOND: Bolt VOTE: 5 Yes.

After a few questions were answered, a motion was made to approve the Payroll & Bills for February 2020. MOTION: Peterson SECOND: Kirk VOTE: 5 Yes.

Ted Ventre announced there was an Executive Session held at 6 p.m. tonight to discuss a legal matter.

Ted Ventre called upon tonight's Visitors to see if they had anything they wished to discuss. Josh Baker (642 Orchard Drive Unit 1) stated he had fallen behind on his Water and Sewer Bill and had received a 30-Day Delinquent Letter and Water Termination Notice. He told the Board he'd recently become the father of a premature baby and was driving to a Johnstown hospital every day, which was quite expensive. He said he'd paid his bill in full but was asking for forgiveness of the \$50.00 Administrative Fee. After discussion, motion was made to waive the Administrative Fee charged to Mr. Baker and to credit his account in the amount of \$50.00. MOTION: Bolt SECOND: Cadwallader VOTE: 5 Yes.

Matt Gieg reported that the Developer's Agreement for Barneywood Phase II has been executed. Phase II involves the addition of two new homes. Motion was made to authorize Ted Ventre, Chairman, to sign the Developer's Agreement for Barneywood Phase II upon receiving the signed Agreement back from Barneywood. MOTION: Peterson SECOND: Bolt VOTE: 5 Yes.

Dave Cunningham stated the Commonwealth Financing Authority (CFA) contacted Keller Engineers with additional information about the Small Water & Sewer Program H2O Grant. There was a misinterpretation of the wording that led Keller to believe the CFA awards 50% of the project cost as a grant. The guidelines are a bit confusing, but the H2O Grant allows up to 66.67% of the Total Project Cost as a grant. Due to incorrect amounts in the prior Matching Funds Commitment Letter and Resolution, a new

Matching Funds Commitment Letter and Resolution were drafted by Keller. Motion was made to approve Resolution 2020-1 which authorizes Keller Engineers to apply to the Commonwealth Financing Authority (CFA) for the Small Water & Sewer Program H2O Grant for the entire Reservoir Road Sanitary Sewer Project and to authorize Ted Ventre, Chairman, and Lowell Kirk, Secretary/Treasurer, to execute all documents and agreements. MOTION: Bolt SECOND: Peterson VOTE: 5 Yes.

Tim reported that he met with Luke Helsel (Sewage Enforcement Officer) again in February. Luke has drafted a new letter about the widespread sewage issues on Reservoir Road, stating that many would require rehabilitation by the installation of sand mounds, drip dispersals, secondary filtrations, or sewage holding tanks. A copy of this letter was provided to each Board Member. After discussion, it was decided to draft a letter to the residents of Reservoir Road communicating the option that BTWSA is offering: the installation of a sanitary sewer system. The plan is to send both letters to the residents along Reservoir Road and to invite them to attend BTWSA meetings to voice their opinions on the options offered.

Dave stated that the Chapter 94 reports have been submitted. He also explained what these reports are.

Dave reported that Keller Engineers will be submitting the Chapter 110 Water Report to DEP by the end of the month. He explained what these are.

This past month there was a water leak on Appledale Lane that we repaired. Tim estimated the water loss was around 2000 gallons per day. There was a discussion about water loss from water breaks and firefighting and whether the rates we charge are enough to cover these losses. Dave explained Water Loss is factored into the equation when the Budget is prepared to make sure our Water Rates are adequate to cover such losses.

Tim stated he met with State Representative Jim Gregory on February 21 and took him on a driving tour of Reservoir Road Sanitary Sewer Project Area. Luke Helsel went along to help point out the problem areas and answer any questions Jim had. This month, Tim plans on meeting with State Senator Judy Ward.

After multiple problems going unresolved by the Teeter Group, Tim decided to change our Agent of Record from Teeter to Gingrich Agency. Gingrich will Agency bill us on a monthly basis so that there won't be any issues with late payments and cancellation notices.

Tim met with Henry Sallusti of RBC Capital on February 19 about refinancing our BNY Mellon Bond. Their discussion broadened to include the possibility of needing funding for the Reservoir Road Sewer Expansion Project. It was decided to postpone the discussion on refinancing for a few months until we hear what our offer is from the CFA. Henry suggested incorporating the refinance of the BNY Mellon Bond with the new money we would be borrowing.

Katie asked the Board to find the handout in their folder entitled "ACH Payments through InHance Small Business." This document contains information gathered in the past

month. After receiving several program updates from our Billing Support, we can now offer Direct Debit from a customer's account. After discussion, the Board decided they did not want to pursue this at this time. Mary Bolt said she would do some research to determine other options for electronic billing.

Ted expressed the interest of the Board Members to be emailed the contents of their Monthly Meeting folders two days before the meeting date so they could review the contents prior to the Meeting. Katie stated that would sometimes be difficult, given that some months the Meeting is on the 1st or 2nd of the month and that the prior month is only just getting closed, as will be the case next month. Ted also stated the Board Members would like to have the Draft Minutes emailed to them instead of being mailed.

Ted announced the next Regular Monthly Meeting will be held on April 1, 2020, at 7 p.m.

Motion was made (at 8:23 p.m.) to adjourn the Meeting. MOTION: Bolt SECOND: Peterson VOTE: 5 Yes.

Signed as Secretary/Treasurer,



Lowell H. Kirk



AUTHORIZED OFFICIAL RESOLUTION 2020- |

Be it RESOLVED, that the Blair Township Water and Sewer Authority of Blair County hereby request a H2O PA Program grant of \$4,986,738 from the Commonwealth Financing Authority to be used for the Reservoir Road Wastewater project.

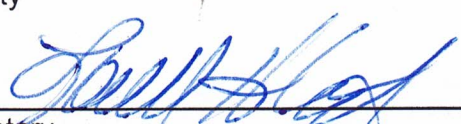
Be it FURTHER RESOLVED, that the Applicant does hereby designate Ted Ventre, Chairman and Lowell Kirk, Secretary/Treasurer as the official(s) to execute all documents and agreements between the Blair Township Water and Sewer Authority and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lowell Kirk, duly qualified Secretary of the Blair Township Water and Sewer Authority, Blair County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Blair Township Water and Sewer Authority at a regular meeting held March 4, 2020 and said Resolution has been recorded in the Minutes of the Blair Township Water and Sewer Authority and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Blair Township Water and Sewer Authority, this 4th day of March, 2020.

Blair Township Water and Sewer Authority
Name of Applicant

Blair
County


Secretary

